MEMORANDUM

DATE: May 2, 2011

TO: Deans and Directors

FROM: Jane E. Knodell, Provost and Senior Vice President

RE: FY 2012 Salary Guidelines for Faculty

The quality and commitment of UVM’s faculty and staff are critical for maintaining excellence in instruction, research, and public service. Compensation remains a top priority of the university and is a key element in UVM’s ability to recruit new personnel and to retain existing personnel.

That priority is evident in light of the recent raises for all personnel except those who are non-represented making more than $75,000 annually. In contrast, many other colleges and universities have had extensive layoffs and program elimination, salary reduction and furloughs as well as blanket salary and hiring freezes. While we will not lose sight of our commitment to competitive and equitable compensation, this year based on limited resources the decision to budget 0% for salary increases has been made, subject to the ultimate result of collective bargaining already in place or now underway.

There are approximately 1,600 faculty members employed by UVM. Approximately 850 of those are represented by two separate collective bargaining units and subject to the terms and conditions of negotiated agreements. The remaining faculty members are not represented and are in the College of Medicine, or are excluded from representation for other reasons, typically as a result of holding an academic position as director, chair, or associate dean. For the purpose of these salary guidelines, the latter group (directors, chairs and associate deans) are termed “faculty administrators.” Deans and other senior officials are not covered herein.

Determination of full-time bargaining unit status vs. faculty administrator status is based on the position of an individual effective July 1, 2011. FY 2012 salary guidelines for faculty administrators apply to a faculty member who is union-represented in FY 2011, but non-represented in FY 2012. For example, a faculty member who is assuming the position of associate dean in FY 2012 is changing from union-represented to faculty administrator status, and is subject to the faculty administrator section of these guidelines. In contrast, a faculty member stepping down from a department chair position and returning to the full-time faculty in FY 2012 is changing from faculty administrator to union-represented status, and is subject to the salary article of the UVM-UA Agreement for any FY 2012 increases.
DISTRIBUTION POLICY FOR FACULTY ADMINISTRATORS

It will be recommended to the Board of Trustees that the general fund base salary budget not be increased to fund salary increases for (1) underlying faculty positions of faculty administrators (e.g. Deans, Assoc Deans), or (2) faculty positions of department chair and equivalent supervisors.

Existing general fund base salary dollars budgeted in unfilled positions and as unassigned salaries will also not be incremented. Unfilled faculty lines supported by the continuing salary base budget must be budgeted at market levels. Units are encouraged to maintain a small reserve of unassigned base salary funds to cover any future salary requirements not specifically defined herein.

It is important to note that these recommendations will not become official or final until the Board of Trustees approves the FY 2012 budget at their May 2011 meeting.

DISTRIBUTION POLICY FOR COLLEGE OF MEDICINE AND NON-REPRESENTED EXTENSION FACULTY MEMBERS

The general fund allocation to The College of Medicine and to UVM Extension is based on an established formula. While there is no explicit faculty salary allocation within the formula, faculty in both Medicine and Extension will be held to the same 0% salary increase policy.

SALARY INCREASES FOR NON-REPRESENTED FACULTY OTHER THAN COLLEGE OF MEDICINE

Non-represented faculty other than those in the College of Medicine (or otherwise defined as faculty administrators) will not be assigned salary increments. This generally applies to

- non-represented faculty who hold an FTE of .75 or greater for 9-months or longer (e.g. visiting faculty members)
- non-represented part-time lecturers, faculty who hold an FTE of .75 or less and other part–time faculty (e.g. part-time lecturers and other faculty not represented by a bargaining unit)

For questions related to the non-represented status of a part-time or full-time faculty member, please contact Labor Relations and Faculty Services at 656-3486 in the Provost’s Office.

SALARY INCREASES FOR UNION REPRESENTED FACULTY

For reference as to what constitutes representation by the part-time or full-time bargaining unit please refer to Article 1, Recognition of the respective collective bargaining Agreements. The Agreements may be viewed at http://www.uvm.edu/~facsresc/.
It is important to note instances when a shift in a faculty member’s FTE, title, course assignments or length of term from one fiscal year to the next results in a change in bargaining unit status. Consequently, the unit status of such faculty members must be ascertained before determining which the salary guidelines apply, or whether a base-salary should be newly established as opposed to being incremented.

For questions related to the non-represented status of a part-time or full-time faculty member, please contact Labor Relations and Faculty Services at 656-3486 in the Provost’s Office.

- **UNION-REPRESENTED PART-TIME FACULTY**

  Salary increases for part-time union represented faculty will be based on the Collective Bargaining Agreement between The University of Vermont and United Academics (AAUP/AFT) Part-time Unit, August 17, 2009 — June 30, 2012. Please refer to Article 18, Compensation, Sections 18.6 - 18.8 for information related to FY2012 increases to credit hour rates and/or base salaries of part-time represented faculty.

- **UNION-REPRESENTED FULL-TIME FACULTY**

  Salary increases for full-time union represented faculty will be based on the results of contract negotiations and the final approved collective bargaining agreement once that agreement is in place. With the exception of promotion increases identified in article 18.7 (of the Agreement between The University of Vermont and United Academics AAUP/AFT, September 25, 2008 – June 30, 2011), no raises will be allocated to individuals in this unit during the FY 2012 salary setting process.